



May 17, 2018

Ms. Jessica McNeil  
Cooney & Conway  
120 N. LaSalle St., 30th floor  
Chicago, IL 60602

Dear Ms. McNeil:

This letter is in response to your U.S. General Services Administration (GSA) Freedom of Information Act (FOIA) request (GSA-2018-001060), dated April 12, 2018, in which you requested the following:

"I am requesting to obtain public records from the U.S. General Services Administration regarding employment and any other records pertaining to Earnest "Bud" Hall. And for the years 1968-1993: Any contracts, invoices; or work orders with any companies to install or maintain any equipment at the facilities specified below; any documents that reference any specific equipment that required asbestos abatement at the facilities specified below; any document or record that references the ordering of equipment, replacement parts, and/or maintenance work on any: boilers, pumps, valves, generators, electric cables and/or wiring, transformers; witchgears, circuit.breakers, electric-panels/boxes,conduit, steam lines, pipe covering/insulation at the facilities specified below:

- 601 Hardesty Ave., Kansas City, MO 64124
- 1500 Madison Ave, Kansas City, MO 64108
- 1500 E. Bannister Rd., Kansas City, MO 64131
- Harry S. Truman Presidential Library & Museum-500 W. US Hwy 24, Independence, MO 64050
- Richard Bolling Federal Builing-601 E. 12th St., Kansas City, MO 64106
- The Old IRS Bldg, Main Powerhouse, and Substations at Bannister Federal Complex- 1500 Bannister Rd., Kansas City, MO 6. 4131
- Bannister Federal Complex-1500Bannister Rd., Kansas City, MO 64131"

After a thorough search of our files, it has been determined that the GSA does not have any contract file records (1968-1993) responsive to your request. In accordance with the Federal Acquisition Regulations (FAR) Part 4.805, GSA disposes of contract records 6 years after the final payment.

In regards to your request for personnel files for Earnest "Bud" Hall, the GSA Office of Human Resource Management does not keep employee records upon leaving the agency. All employee records are transferred from GSA to the National Personnel Records Center.

Federal law [(5 U.S.C. § 552a(b))] requires that all requests for records and information be submitted in writing. Each request must be hand signed (in cursive) and dated (within the last year). Please identify the documents or information needed and explain the purpose of your request. Certain basic information needed to locate civilian personnel records and to answer the request, includes:

- Full name used during Federal employment;
- Date of birth;
- Social Security Number (if applicable);
- Name and location of employing Federal agency;
- Beginning and ending dates of Federal service; and
- Complete return mailing address and/or authorized return fax number.

Written requests (hand signed in cursive and dated) may be mailed or faxed to:

National Personnel Records Center, Annex  
1411 Boulder Boulevard  
Valmeyer, IL 62295  
Fax: 618-935-3014

Since the agency does not have any records within the scope of your request, this does not constitute a denial of records. You do nonetheless still have the right to appeal the adequacy of our search for responsive records. As such, you may administratively submit your appeal online via (<https://foiaonline.regulations.gov/foia/action/public/home>) or by writing to U.S. General Services Administration at the address shown below. Your appeal must be postmarked or electronically transmitted within 120 days of the date of the response to your request.

U.S. General Services Administration  
FOIA Requester Service Center (H1F)  
1800 F St. NW, Room 7308  
Washington, DC 20405

Your appeal must be in writing and should contain a brief statement of the reasons why the withheld information should be released. Enclose a copy of your initial request and this partial denial. Both the appeal letter and envelope should be marked prominently, "Freedom of Information Act Appeal."

This completes our action on this FOIA request. Should you have any questions, please feel free to contact Mr. Joshua Woods at 816-823-1726 or by email at

[Joshua.woods@gsa.gov](mailto:Joshua.woods@gsa.gov). You may also contact the GSA FOIA Public Liaison, Ms. Audrey Brooks at 202-205-5912 or by email at [audrey.brooks@gsa.gov](mailto:audrey.brooks@gsa.gov) for any additional assistance and to discuss any aspect of your FOIA request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, or by e-mail at [ogis@nara.gov](mailto:ogis@nara.gov) or by telephone at 202-741-5770 or our toll free number 1-877-684-6448 or facsimile at 202-741-5769.

Sincerely,

*Travis S. Lewis*

Director  
Office of FOIA and Records Management  
Office of Administrative Services